T-KAL WINDOWS REMINDER

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Introduction

T-KAL is a date and appointment reminder program.

T-KAL is great to manage birthdays or envents that only happen once. Events may strech over several days. Once-only events will be deleted automatically after expiration. The days left up to the event are calculated in days, taking leap years into account.

A ToDo-List is kept to serve as an electronic Notebook. You can enter all your activities left to do there, and delete them as you have completed them.

You have to read the **license agreement** at the end of this text.

Installation

If you are already using T-KAL´s predecessor "Windows Reminder", please note: The data file format has changed. Version 4.0 will read any older version´s data file. The 4.0 data files can not be read by older versions. If you are not sure you want to upgrade, please make a copy of your current calendar file.

T-KAL consists of the program file TKAL.EXE and a library BWCC.DLL. ENGLISH.WRI is this text. ORDER.WRI is the order form for the license to use T-KAL for more than 30 days (please read the license agreement below). There are numerous other files with this documentation and the order forms in other languages. When giving copies of T-KAL to your friends, please always copy ALL of the files.

TKAL.EXE is the Windows program.
Just copy it anywhere to your hard disk. It is a good idea to create a new directory that may hold the executable as well as your calendar data file.

BWCC.DLL is a library providing T-KAL with all those nice buttons and message boxes. It should reside in the \WINDOWS\SYSTEM directory. You may already have this file. It is used by Borland programming languages.

The place T-KAL likes best is your Windows "Autostart" Group.
This way T-KAL will always pop up when you start Windows and you will never forget an important date.
Just select the group and use "File/New" to add T-KAL to this group.
Of course, you may double-click on the "T-KAL" icon to view/edit your reminders.

When you run T-KAL for the first time, it will create the file UNNAMED.KAL. If you do not choose a different name in the setup dialog, this will be your calendar file. You may thus leave it this way.

That is all that is important. Just play around a bit.

And: Check out the "About" button!

Have much fun with T-KAL!

Dirk Wriedt

<u>Some notes</u>

The "setup" dialog

"**Days ahead**" selects how many days in advance you will be informed of upcoming events.
"**Days back**" specifies how many days T-KAL should look back. If you check the "**across holidays**" checkmark, any look-back period will be extended so that the last day before the end of the look-back period is not a holiday. For example, if you have specified "0 days behind" and checked saturday and sunday to be holidays, you will be presented the weekend´s reminders on monday. This is useful if you use T-KAL at work.

The ToDo-List will scroll back and forth automatically if you check the "**scroll todo-list**" checkmark.

Check "**erase calendar**" to create an empty calendar. You will not lose the current calendar if you specify a new file name at the same time.

The "**what´s up**" dialog

You may edit any entry by double-clicking on it.

If the ToDo-List has more than 4 entries, it will scroll automatically if you have chosen so in the setup dialog. To stop it from scrolling, just click on any entry.

The headline shows the week no. on the left, and the day no. on the right. Additionally, leap years are identified by a trailing "ly" to the day no.

Please always leave T-KAL by clicking the "**Ok.**" button. This way, all data is saved properly.

Note:
No calendar entries will be deleted automatically any sooner than after the maximum "behind" period of 31 days is over.

<u>Command line parameters</u>

/E - once a day
By specifying the /E parameter, you will make T-KAL pop up once a day only. You might want to use that option if you are leaving and running Windows multiple times a day and have T-KAL installed in your Autostart Group.
To be able to call T-KAL a second time (e.g. to add an appointment), you should install another program icon without this parameter in another group. This way, you can call T-KAL at any time simply using that icon.
BTW: You know how to add the command line parameter, don´t you? Just choose

"File/properties" and add a space followed by /E to the command line.

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To use "T-KAL" for more than 30 days, you have to buy a license. Otherwise, you have to stop using "T-KAL". With your license, you will receive a code number which will remove the occasional license reminder dialog.

Please order the T-KAL-License with the ORDER.WRI form order via CompuServe GO SWREG and choose program # 7443.

<u>Toll-free number</u>

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